

(THESE MINUTES REQUIRE PC APPROVAL AND ARE THEREFORE SUBJECT TO AMENDMENT AT THE NEXT PC MEETING)

MAYFIELD AND FIVE ASHES PARISH COUNCIL

7D10
Draft

**MINUTES OF MEETING OF MAYFIELD AND
FIVE ASHES DEVELOPMENT COMMITTEE
HELD AT LONDON HOUSE, HIGH STREET, MAYFIELD,
ON MONDAY 17 MARCH 2008 AT 1930 HOURS**

Committee Chairman Councillor Deveda Redman

SUMMARY OF MEETING

- Section I, II, III Action Plans agreed.
- Development Committee Meetings to be reduced to bi-monthly after June.

ATTENDANCE

Councillors

Deveda Redman	(DR)	Present and Voting
Patricia Balfour	(PB)	Present and Voting
Jerry Watkiss	(JW)	Present and Voting
Cathering Swingland	(CS)	Not present

Lay Members

Garnet Shackel	(GS)	Not present
John Coulter	(JC)	Apologies for Absence (B)
Leonard Trevellion	(LT)	Present
Steve Harland	(SH)	Present

Councillors Present and Voting	3	Apologies for absence	0	Not present	1	Total	4
Lay Members Present	2	Not Present	0	Apologies for Absence	2	Total	4

Also Present

David Thompson (DT) Parish Clerk

MINUTES

1. COUNCILLORS DECLARATIONS OF INTEREST ON AGENDA ITEMS BELOW

1.1. There were no declarations of interest.

2. MINUTES OF MEETING 18 FEBRUARY 2008 (7D09)

2.1. The minutes had been approved by Full Council on 10 March 2008.

3. ACTIONS PROGRESS

3.1. Action progress was as follows:

MINUTE	DESCRIPTION	STATUS
• 6D10/6.2	Mayfield Open Day Questionnaire packs to be presented to mothers visiting Mayfield Primary School – Held for later date.	HELD
• 6D10/11.2	PX/JC to consult with Mayfield and Five Ashes Society with regard to the update of the 1969 Conservation Area Paper. In hand.	OPEN
• 6D10/11.3	WDC requirements with regard to any proposed changes to development and conservation area boundaries. To be considered at December meeting.	OPEN
• 6D08/4.2, 4.6	Strategy and Plan Document updated and submitted with presentation to Full Council 11 February.	CLOSED

3.2. With regard to minute 6D10/11.3 the Clerk would follow up with WDC.

ACTION DT

3.3. With regard to minute 6D10/11.2 it was agreed by the Committee that this item would be held open.

4. MAYFIELD AND FIVE ASHES PLAN AND STRATEGY DOCUMENT

4.1. The Clerk reported that the plan had been sent to various departments in WDC, ESCC and AIRS.

4.2. There was a debate as to whether to send out a short version of the plan to all households rather than the full document.

JW noted that as the plan was incorporated in the WDC Local Development Framework document, there was merit in sending out the full document, further it would be difficult to split the document in a meaningful way.

There Clerk noted that ideally from a Quality Council point of view the full document should be distributed. The Annual Report would be distributed in June and it was envisaged that both documents would be sent out together.

4.3. The Committee agreed that the full document be sent out.

4.4. It was agreed that the first full review of the Plan would be undertaken in October 2008.

ACTION DT

5. ACTION PLANS

5.1. Action Plan Nos I.1 – I.11, II.1 – II.7 and III.1 – III.4 were reviewed by the Committee. After accepting a number of changes and improvements these action plans were agreed by the Committees. The Clerk would update.

ACTION DT

5.2. Action Plan Coding was based on the following principles:

- Each major ‘Goal’ section was allocated a roman numeral as per page 13 of the Plan.
- Each individual plan was given an Arabic numeral as shown in chapter 3 of the Plan.
- Each step in each individual plan was given a sequential number.

For example:

Section: Economy – II

Plan: provide support and guidance as appropriate to village business – 1

Step: support a Council Representative to Chamber of Commerce - 3

6 REPORT ON WDC PLANNING CONFERENCE 4 MARCH 2008

6.1 The Clerk reported that although he had set out to the conference on 4 March, he had for personal reasons to cancel the trip under way.

6.2 He had the conference documentation and would report to the next meeting.

7 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

7.1 It was agreed that after the June meeting the Development Committee would go to a two monthly meeting basis, since the initial plan work would have been completed and would be taken forward by the relevant committee and representatives.

7.2 JW reported that he was progressing with the formatting of the public version of the plan.

THE MEETING CLOSED AT 21.20 HOURS

THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES DEVELOPMENT COMMITTEE WILL BE:

VENUE: LONDON HOUSE, HIGH STREET, MAYFIELD

DATE: 21 APRIL 2008

TIME: 1930 HOURS